



# **District of Timiskaming Social Services Administration Board**

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Minutes Of The Meeting Held  
Thursday September 14, 2006  
At The Olde Towne Inn, Englehart

**PRESENT:** Al French, Chair  
Norm Menard Vice-Chair  
Arla West  
Bill Enouy  
Bob Hobbs  
Dan Cote  
Jo-Ann Thompson  
Tom Wells

Eddie Alton, CAO

**REGRETS:** Jim Whipple

## **CALL TO ORDER:**

The meeting opened at 5:35 pm.

## **1.0 DISCLOSURE OF PECUNIARY INTEREST**

None.

## **2.0 IN CAMERA SESSION**

MOVED BY: Arla West  
SECONDED BY: Jo-Ann Thompson

THAT the Board resolves to move into closed session to discuss Human Resource and Accommodation issue.

### CARRIED

MOVED BY: Arla West  
SECONDED BY: Jo-Ann Thompson

THAT the Board resolves to rise from the in camera session with no report and reconvene with the regular Board meeting.

### CARRIED

### **3.0 ADOPTION OF PREVIOUS MINUTES – AUGUST 30, 2006**

MOVED BY: Arla West  
SECONDED BY: Jo-Ann Thompson

THAT the minutes of the previous Board meeting held August 30, 2006 be hereby approved.

CARRIED

### **4.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

In accordance with the TWOMO Election Resource Guide, Fall 2006, the Board is to appoint a returning officer. This motion supports the discussion from the previous meeting and was therefore approved.

MOVED BY: Arla West  
SECONDED BY: Jo-Ann Thompson

THAT the Board approves the CAO as the Returning Officer for the TWOMO Election and authorizes the CAO to appoint Deputy Returning Officers and Poll Clerks as required.

CARRIED

### **5.0 ADDITIONS TO AGENDA**

None.

### **6.0 INSURANCE RENEWAL DTSSAB GENERAL**

The DTSSAB annual insurance is up for renewal and includes the additional insurance required for designated delivery agents for direct delivery of EMS services. The current policy expires September 30, 2006 and the renewal represents a slight increase above the previous year. Once the two new vehicles are received then they will have to be added to the insurance policy.

MOVED BY: N. D. Menard  
SECONDED BY: Dan Cote

THAT the Board approves the Insurance Renewal Proposal as presented with Jardine Lloyd Thompson Canada including the additional coverage as an Ambulance Operator.

CARRIED

### **7.0 EMPLOYMENT INNOVATION FUND APPLICATION**

A report on the joint initiative between Nipissing and Timiskaming DSSAB was reviewed by the Board. This report outlines the plan describing the details of the application for funding from the Employment Innovation Fund. The Province has established a \$4 million fund that all

delivery agents can apply for funding for any initiatives either on their own or with other agencies. The Board discussed the merits of having a job coach to assist the clients and felt that this was an excellent initiative.

MOVED BY: Dan Cote  
SECONDED BY: N. D. Menard

THAT the Board approves the Employment Innovation Fund Application.

CARRIED

It was noted that the DTSSAB has also participated in a much larger application for funding with the other DSSAB's in the North East for targeting specific sectors for long term employment opportunities for OW and ODSP clients.

**8.0 SOCIAL HOUSING TENDERS**

a) Re-Paving Parking Lot 42 Churchill

A brief explanation was provided on the recommendation made by the Social Housing Tender Review Committee and information provided was reviewed and based on the information provided the tender was approved.

MOVED BY: N. D. Menard  
SECONDED BY: Dan Cote

THAT the Board approves the Recommendation of the Social Housing Tender Review Committee to award the Re-Paving of the Parking Lot at 42 Churchill in Kirkland Lake, Job #15-1081, to McLean Paving K. L. Ltd. for the unit price as quoted in the Quote Submission pursuant to receiving the appropriate documentation.

CARRIED

b) Installation of Carpet and Floor Tiles

A brief explanation was provided on the recommendation made by the Social Housing Tender Review Committee and information provided was reviewed and based on the information provided the tender was approved.

MOVED BY: N. D. Menard  
SECONDED BY: Dan Cote

THAT the Board approves the recommendation of the Social Housing Tender Review Committee to award the Installation of carpet and Floor Tiles, PTC 1006-07, to G. Belanger Construction for the unit price quoted in the Tender Submission pursuant to receiving the appropriate documentation.

CARRIED

## **9.0 ADMIN, OW, CC, EMS CHEQUE REGISTER**

Some clarification was requested and received.

MOVED BY: Dan Cote  
SECONDED BY: N. D. Menard

THAT the Board receives the Administration, Ontario Works, Child Care and Emergency Medical Services cheque registers #910 to #914 for information.

CARRIED

## **10.0 SOCIAL HOUSING PROGRAM CHEQUE REGISTER**

Some clarification was requested and received.

MOVED BY: Jim Whipple  
SECONDED BY: T. Wells

THAT the Board receives the Social Housing cheque register #10510 to #10590 for information.

CARRIED

## **11.0 PROGRAM REPORTS**

- a) Social Housing Unit Availability

A question was asked as to when the Affordable Housing Program Northern Housing Component would be up and running, hopefully prior to winter. The DTSSAB is still waiting for Ministry approval of the Take-Up Plan.

## **12.0 CORRESPONDENCE**

- a) Letter from Town of Englehart
- b) Letter from Township of Chamberlain

Letters received were discussed and a response along with a copy of the report will be sent to them as well as the report will be posted on the DTSSAB web-site.

MOVED BY: Bob Hobbs  
SECONDED BY: T. Wells

THAT the Board accepts the correspondence as presented.

CARRIED

### **13.0 OTHER BUSINESS**

B. H. Martin has been working with staff to review the renovations that would be required in the New Liskeard office. Air flow is a major consideration due to the height of the ceilings, and B. H. Martin Consultants have been consulted to review the necessary changes that need to be made for the HVAC as well as the renovations.

MOVED BY: T. Wells  
SECONDED BY: Bob Hobbs

THAT the Board approves the renovations in the New Liskeard Office be completed by B.H. Martin Consultant Ltd.

#### CARRIED

During the Social Housing Transition, funds were made available to the DTSSAB to be used in order to help offset the cost of restructuring the Social Housing Program. Permission was asked to use these funds to help defray the costs of the restructuring currently taking place with moving the staff.

MOVED BY: T. Wells  
SECONDED BY: Bob Hobbs

THAT the Board approves the Social Housing Restructuring Reserve Funds being used to offset the costs associated with re-locating the Social Housing Staff.

#### CARRIED

The Board reviewed the costs to purchase the building and land and based on the current lease costs, determine that it would be cost advantageous to purchase the building outright rather than continue to pay lease costs over the next 8 years. By purchasing the building the costs would be approximately the same and the DTSSAB would own the building rather than continuing to pay lease costs into the future.

MOVED BY: Arla West  
SECONDED BY: Jo-Ann Thompson

THAT the Board authorizes the Chair and CAO to purchase the land and building located at 29 Duncan Avenue in Kirkland Lake from Health & Sherwood 1964 Ltd. as discussed at the August 30, 2006 Board meeting.

#### CARRIED

### **14.0 NEXT MEETING**

MOVED BY: T. Wells  
SECONDED BY: Bob Hobbs

THAT the regular Board meeting of Thursday September 14, 2006 is hereby adjourned at 6:22 p.m. to meet again on Wednesday September 27, 2006 unless otherwise changed, or at the call of the Chair.

CARRIED